

## **ARTF Meeting Minutes, September 27, 2021**

In attendance:

- Laura Rodriguez-Carbone, Chair
- Wayne Smith III
- Kate McBride
- Sam Pearson
- Angelina Steiner, Co-Chair
- Carol Moss Chapman
- Jessica Cotton
- Kate Newsome
- William Yeung, Secretary

City of Lakewood Attendees: Antoinette Gelsomino

Public Attendees: Chris Carbone

1. Called to order by Chair
2. Secretaries are absent, Kate Newsome taking minutes while Liam attends Youth Council
3. Approval of Minutes
  - a. Both headers need to have “virtual removed”
  - b. 7/26/21 minutes
    - i. Motion by Angelina Steiner, seconded by Sam Pearson; approved as amended
  - c. 9/13/21 minutes
    - i. Adjust date
    - ii. Motion by Kate McBride, seconded by Sam Pearson; approved as amended
4. Social media presence and blind email account will be pursued by Toni Gelsomino and updated by next meeting
5. Welcome to new ARTF members Carol Moss Chapman and Jessica Cotton
6. By-laws review, including Jennifer Swallow (216-529.6036, email [jennifer.swallow@lakewoodoh.net](mailto:jennifer.swallow@lakewoodoh.net)) by phone
  - a. Are there any recommended modifications or additions?
    - i. Keeping minutes: To ensure compliance and make information accessible, is there a secure drive or other repository/hub?
      1. Jennifer Swallow to check with IT; internal use of SharePoint but may not be accessible to external email accounts
      2. Toni Gelsomino to follow up with Melissa Garrett
      3. Amend by-laws to reflect this update in Article II, Section 4
    - ii. During instances of dissent between ARTF and City Council or Administration, if the ARTF has a unified position, is the body able to make a public statement or communication
      1. Typically, literature is approved by City. However, a formal communication could be made to the Docket by the Task Force
      2. When it comes to a member of the media, it should “go up” via the City
      3. Amend by-laws to make a distinction between requests for comment by media entity and request for communication in Article I, Section 4
  - b. Task force discussion of amendments
    - i. Article I, Section 4

1. Chair amended to Chairs to reflect Co-Chairs
  - ii. Article II, Section 3
    1. Addition of Policies and Procedures Working Group
  - iii. Compiled guidelines discussion
    1. Creating guidelines as a future task outside of by-laws
  - iv. Article II, Section 4
    1. Strike language referring to legal department
7. No comment from public attendee
8. Public Safety Discussion
  - a. Review of previous events and discussion
  - b. If ARTF were to host a safety meeting, what would it look like?
    - i. Would need to provide for the safety of BIPOC task force and community members; would need to include entire task force
  - c. When will discussion of ARTF responses referred to Committee of the Whole take place?
    - i. Toni Gelsomino to follow up, suggested communication to Ccl. Dan O'Malley
  - d. Moving discussion to next meetings
9. Motion to adjourn by Kate Newsome, second by Liam Yeung; motion passed